



Position Announcement: Summer School Paraprofessional for Kindergarten

Requesting Office: Out-of-School Time in the Office of Teaching and Learning

Opening Date: 03/15/2010

Closing Date: Open until filled

Number of openings: 40

Location: Washington, DC

Our public school students need your expertise, passion and leadership in the DCPS Summer School Programs.

We are looking for highly motivated and skilled talent to join our team at the District of Columbia Public Schools (DCPS) summer school program. We seek individuals who are passionate about providing a high level of quality in the DCPS summer school and making a significant difference in the lives of public school students, parents, principals, teachers, and central office employees.

DCPS serves 45,000 students in the nation's capital through the efforts of approximately 4,000 educators in 123 schools. As part of a comprehensive reform effort to become the preeminent urban school system in America, DCPS intends to have the highest-performing, best paid, most satisfied, and most honored educator force in the nation and a distinctive central office staff whose work supports and drives instructional excellence and significant achievement gains for DCPS students. The summer school program will cultivate these ideals.

Paraprofessional – DCPS Summer School Program (\$15 per hour) Paraprofessionals will work 5 hours/day (8:00am – 1:00pm), 5 days/week – for a total of 25 hours/week

Position Overview

The summer school Paraprofessional position is located in the elementary public schools that have been selected to host the summer school program within the District of Columbia Public Schools (DCPS) system. DCPS is a diverse, urban school district serving students in the nation's capital. Situated at the center of national government, our goal is to provide students with a quality education that prepares them to become future leaders, productive citizens, and individuals who are engaged in the life of the community. This position reports directly to the principal of the summer school to which the incumbent is assigned. The incumbent is responsible for supporting teachers in providing instruction to kindergarten students.

Primary Responsibilities:

Under direction of the summer school principal, the summer school paraprofessional supports the kindergarten teacher in providing appropriate learning experiences for students. The summer school paraprofessional is responsible for helping to create an atmosphere and environment conducive to the intellectual, physical, social and emotional development of every student. The incumbent will support the teacher in preparing and implementing materials in an effort to challenge students and provide appropriate learning experiences for kindergarten summer school students.

Supporting Student Instruction

- Support the summer school teacher throughout the school day.
- Assist the teacher when s/he is instructing students.

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- Help to monitor student progress toward mastery of standards through frequent formal and informal assessments.
 - Assist in preparing students for performances or presentations as appropriate.
 - Support and carry out the Chancellor's mission to transform DC Public Schools and close the achievement gap.

Classroom and Learning Environment

- Supports the teacher by using appropriate techniques and strategies that promote and enhance critical, creative, and evaluative thinking of students.
- Helps the teacher to create a learning environment that reflects subject matter being taught through displays of student work and teacher created materials.
- Monitors and evaluates student testing environments.
- Uses effective positive interpersonal communication skills.
- Builds relationships and liaises with other teachers, aides, building administrators, and OST staff to drive collaboration and program success.
- Performs other related duties as assigned.

Additional Desired Characteristics

- Assists the administration in implementing all policies and rules governing student life and conduct.
- Helps to implement reasonable rules for classroom behaviors and procedures.
- Maintains order in the classroom in a fair and just manner.
- Establishes relationships with colleagues, students, parents and community which reflect recognition of and respect for every individual.
- Possesses excellent oral and written communication skills.
- Has experience working with linguistically and ethnically diverse student populations.
- Demonstrates commitment to professional growth and eagerness to learn.
- Demonstrates commitment to improving the academic achievement of all students.

Additional Requirements

- AA strongly preferred
- 2-4 years work experience required
- Previous exposure to or experience in the education sector a plus
- Demonstrated involvement and commitment to the youth community
- Experience (volunteer/paid) working with young children
- Demonstrated experience developing positive rapport with young children

To Apply

Interested DCPS and non-DCPS employees should complete the online teacher application form located at <https://octo.quickbase.com/db/be7afzdmq> by April 7, 2010.

For additional information about a summer school position, please visit dcps.dc.gov/summerschooljobs.

Qualification for a summer school position will be determined by educational background and demonstrated competence as indicated by performance evaluations. We will be especially enthusiastic to review applications for individuals who have an IMPACT score of 2.5 or higher.

Questions

If you have any questions, please email SummerSchool.DCPS@dc.gov.

Notice of non-discrimination. In accordance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, Title II of the Americans with Disabilities Act of 1990, and the D.C. Human Rights Act of 1977, as amended, District of Columbia Official Code Section 2-1401.01 et seq. (Act), the District of Columbia Public Schools (DCPS) does not discriminate on the basis of actual or perceived: race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, gender identity or expression, family status, family responsibilities, matriculation, political affiliation, genetic information, disability, source of income, status as a victim of an interfamily offense, or place of residence or business. Sexual harassment is a form of sex discrimination, which is prohibited by the Act. In addition, harassment based on any of the above-protected categories is prohibited. Discrimination in violation of the aforementioned laws will not be tolerated. Violators will be subject to disciplinary action. The following office has been designated to handle inquiries regarding non-discrimination policies: Equal Employment Opportunity Unit, District of Columbia Public Schools, 825 N. Capitol Street, NE, Washington, DC 20002, (202) 442-5424.